



## ***Agenda*** ***Sister Cities Commission***

---

May 28, 2015  
Milpitas City Hall, 4<sup>th</sup> Floor Conference Room  
455 E. Calaveras Blvd.  
6:00 PM

**I. Roll Call**

**II. Seating of Alternates**

**III. Pledge of Allegiance**

**IV. Approval of Minutes: April 23, 2015**

**V. Approval of Agenda: May 28, 2015**

**VI. Announcements / Correspondence**

Items directly related to the Sister Cities Commission (SCC) and City of Milpitas business.

**VII. Public Forum**

Members of the audience are invited to address the commission in any subject not on tonight's agenda. Speakers must supply their name and address for the record.

Commissioners cannot respond to issues brought forward, but may request that the matter be added to the agenda of a future meeting.

**VIII. New Business**

**1. Annual Work Plan and Council Presentation**

**Background:** Planning for the upcoming fiscal year is necessary to help set the SCC's priorities for July 1, 2015 through June 30, 2016. Staff will present a list of items from the current work plan and a list of possible new topics for consideration. This is in preparation of a presentation to the City Council on September 15, 2015.

**Recommendation:** Review possible work plan elements and discuss. To the extent time allows, determine the schedule for work plan elements.

**IX. Old Business**

**2. Seongnam City, Draft Memorandum of Understanding Review**

**Background:** At its March meeting the SCC approved recommendation of Seongnam City as a sister city with Milpitas.

**Recommendation:** Review draft MOU with comments. A motion is needed to present the revised MOU to Council.

**3. Fundraising & Promotions Subcommittee**

**Background:** At the January 22 meeting, the SCC formed a subcommittee to conduct research on how other cities support sister city efforts including specific areas of fundraising and promoting sister city relationships. Commissioners Arbaugh and Arefi volunteered to form this subcommittee. Commissioner Arefi provided a verbal report at the last meeting.

**Recommendation:** Receive report from the subcommittee. Discuss next steps.

**4. Sister City Display of Memorandums of Understanding (MOUs)**

**Background:** At the January 22 meeting, an inquiry was made regarding display of MOUs and art provided by sister cities. Commissioner Nolan will be the SCC's contact with staff on this project moving forward with updates reported, as available.

**Recommendation:** Receive staff report.

**5. E-Pal Project with Sister Cities**

**Background:** This project is winding down for this academic year. A review between staff and the Digital Business Academy teacher will lead to a few procedural changes intended to start the project earlier in September.

**Recommendation:** Receive staff report.

**6. Tsukuba City, Japan**

**Background:** Milpitas and Tsukuba signed an updated Memorandum of Understanding (MOU) effective October 7, 2014 for a five-year term, ending October 7, 2019. Vice Chair Arbaugh is the lead commissioner.

**Recommendation:** Receive updates and discuss possible student and/or adult visits and other exchanges as available.

**7. Dagupan City, Philippines**

**Background:** Milpitas and Dagupan signed an updated MOU in October 7, 2014 for a five-year term, ending October 7, 2019. A lead commissioner is needed for this sister city relationship.

**Recommendation:** Determine a lead commissioner. Receive updates and discuss possible student and/or adult visits and other exchanges as available.

## **8. Huizhou Municipality, China**

**Background:** Milpitas and Huizhou signed an updated MOU on October 15, 2013 for a five-year term, ending October 15, 2018. Chair Grilli is the lead commissioner for this relationship.

**Recommendation:** Receive updates and discuss possible student and/or adult visits and other exchanges as available.

## **VI. Student Liaison Report**

## **VII. City Council Liaison Report**

## **VIII. School District Liaison Report**

## **IX. Future Agenda Items**

- a. Sister City Relationships / Cultural Exchanges
  - i. Tsukuba, Japan
  - ii. Dagupan, Philippines
  - iii. Huizhou, China
- b. Sign Noting Sister Cities in City Plaza
- c. Sister City Relationship with a city in Latin America

## **X. Adjournment**

### **KNOW YOUR RIGHTS UNDER THE OPEN GOVERNMENT ORDINANCE**

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and the City operations are open to the people's review.

Materials related to an item on this agenda submitted to the Sister Cities Commission after initial distribution of the agenda packet are available for public inspection at the City Clerk's office at Milpitas City Hall, 455 E. Calaveras Blvd., Milpitas during normal business hours.

For more information on your rights under the Open Government Ordinance or to report a violation of the ordinance, contact the City Attorney's office at Milpitas City Hall, 455 E. Calaveras Blvd, Milpitas, CA 95035  
E-mail: [mogaz@ci.milpitas.ca.gov](mailto:mogaz@ci.milpitas.ca.gov) / Fax 408/586-3030 / Phone 408/586-3040

*The Open Government Ordinance is codified in the Milpitas Municipal Code as Title I Chapter 310 and is available online at the City's website [www.ci.milpitas.ca.gov](http://www.ci.milpitas.ca.gov) by selecting the Milpitas Municipal Code link.*

In compliance with the Americans With Disabilities Act, individuals requiring accommodation for this meeting should notify the Sister Cities Commission Recording Secretary 48 hours prior to the meeting at (408) 586-2600, TDD (408) 586-2611.